

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Establishment- Industries & Commerce Dept.- Implementation of Right to Information Act, 2005 (Central Act-22 of 2005)- Appointment of Assistant Public Information Officers, Public Information Officers and Appellate Authorities under RTI Act-2005 in Industries & Commerce Department - Revised Orders-Issued.

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INDUSTRIES & COMMERCE (OP-I) DEPARTMENT.

G.O.Ms.No. 254

Date: 16 -12-2009

Read the following:-

1. Circular Memo. No.85305/I&PR.II/A1/2005-2, G.A. (I&PR.II) Dept. Dated 25.07.2005.
2. O.O.Rt.No.170, Ind. & Com. (OP.1) Dept., dated 13-9-2005.
3. O.O.Rt.No.188, Ind. & Com. (OP.1) Dept., dated 27-10-2005.
4. O.O.Rt.No.273, Ind. & Com. (OP.1) Dept., dated 10-9-2005.
5. O.O.Rt.No.124, Ind. & Com. (OP.1) Dept., dated 7-7-2007.

ORDER:

In the references 2<sup>nd</sup> to 5<sup>th</sup> read above, orders were issued appointing Assistant Public Information Officer, Public Information Officer and Appellate Authorities in respect of Industries and Commerce Department as required under Section 5 and 19 (1) of the Right to Information Act-2005 (Central Act 22 of 2005)

2. At present only one Public Information Officer and one Assistant Public Information Officer are looking after the matter relating to RTI Act 2005 in the entire Industries & Commerce Department. The present arrangements for implementation of RTI Act-2005 are inadequate and Keeping in view of the work load and the need for expeditious clearance of applications received under RTI Act-2005, Govt. have decided to appoint the Principal Secretary to Govt. & CIP and the other two Secretaries to Govt. in Industries & Commerce Department as Appellate Authorities, and the Senior Officers below the Appellate Authorities i.e. Joint Secretary to Government / Deputy Secretary to Govt./OSD as Public Information Officers and all the Assistant Secretaries as Assistant Public Information Officers to the extent of subjects under their control in Industries & Commerce Department.

3. In partial modification of the orders issued in the reference 2<sup>nd</sup> to 5<sup>th</sup> read above, the following Officers are designated as State Assistant Public Information Officers and State Public Information Officers under section 5 of the Right to Information Act, 2005(Central Act No.22 of 2005), and as Appellate Authorities as contemplated by Section 19 (1) of the RTI Act 2005 in Industries & Commerce Department.

**P.T.O.**

**INDUSTRIES & COMMERCE DEPARTMENT.**

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Assistant Public Information Officers	Public Information Officers	Appellate Authorities in respect of subjects under their control
The Assistant Secretaries to Government 5 (five only) in respect of subjects under their control	1) The Joint/ Deputy Secretary to Govt.(One each) (1+1 ) and  2)OSD to Prl. Secy. to Govt., CIP (in respect of subjects under their control)	Principal Secretary to Government & CIP
		Secretary to Govt.
		Secretary to Govt. (FP)

All the Assistant Secretaries in Industries & Commerce Department are directed to ensure that all the RTI applications/appeals received in the sections under their control are to be processed and submitted to the concerned Public Information Officer/Appellate Authorities, on priority basis for their speedy disposal. The above action should be taken within the stipulated period to avoid inconvenience to the public and legal complications in the matter. The Assistant Secretaries shall also to check the Registers I & II, which are being maintained by the sections under their control, every week, so as to find out whether the entries made in the register are updated or not. If any lapses including time barred cases found by them, the fact shall be brought to the notice of the PIOs/Appellate Authorities. The Assistant Secretaries concerned are directed get all the RTI cases processed and disposed off as per scheduled time under the RTI Act-2005, and any lapse in this regard will be viewed seriously.

In view of the importance and increasing flow of RTI cases in Ind.& Com. Dept, it is felt necessary to post an Assistant Section Officer to deal with RTI cases, in IF-Cell Section. Sri Bavana Saheb, ASO is posted as ASO-II in IF-Cell Section to deal with RTI cases in addition to his regular duties of ASO II in IF-Cell Section. The application/petitions under RTI cases shall be received in the Tappal section initially and the Tappal clerk has to maintain a separate Tappal Book for registering the details of the RTI cases together with current number. All these currents should be handed over to the ASO-II in IF-Cell Section, so that he will make the entries of all the cases in Register I and Register II in respect of PIOs and Appellate Authorities. Then the IF-Cell Section shall distribute these RTI cases to the Assistant Secretaries /Section Officers concerned by obtaining their signatures for taking further action in the matter. The action taken report by the sections shall have to be furnished to IF-Cell Section every week for updating Registers, so that, the full information regarding receiving of applications under RTI cases and their disposals will be available with IF-Cell Section. The ASO II in IF-Cell Section shall also take steps to consolidate Quarterly and Annual reports in respect of HODs/Corporations under the administrative control of Industries & Commerce Department along with the sections in the Department and furnish the same to the Chief Information Commissioner, HACA Bhavan, Nampally, Hyderabad, within the stipulated period.

P.T.O.

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This orders shall come into force with immediate effect.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**B.SAM BOB**  
**PRINCIPAL SECRETARY TO GOVERNMENT & CIP**

To

The Principal Secretary to Government & CIP,  
The Secretary to Government, Ind.& Com. Dept.  
The Secretary to Government (FP ) Ind.& Com. Dept.  
The Joint Secretary to Government, Ind.& Com. Dept.  
The Deputy Secretary to Government, Ind.& Com. Dept.  
All Asst. Secys. to Government in the Department.  
Sri Bhavana Saheb, A.S.O., Ind. & Com. Dept.  
Tappal Section in the Dept.  
The Section Officer, OP.I, Ind. & Com. Dept.  
The Section Officer, IF.Cell, Ind. & Com. Dept.  
The Commissioner of Industries, A.P. Hyderabad.  
The Commissioner of Sugar, A.P. Hyderabad.  
The Commissioner of Textiles, A.P. Hyderabad.  
The Director of Mines & Geology, A.P. Hyderabad.  
The AP Khadi & Village Industries Board, Hyderabad.  
The AP Trade Promotions Development Corporation, Hyderabad.  
The AP State Finance Corporation, Hyderabad.  
The AP Leather Industries Development Corporation, Hyderabad  
The AP State Handloom Weavers Co-operative Society Limited (APCO) Hyd.  
The AP Handicrafts Development Corporation, Hyderabad.  
The AP Mineral Development Corporation, Hyderabad.  
The AP Industrial Infrastructure Corporation, Hyderabad.  
The AP Industrial Development Corporation, Hyderabad.  
Copy to:  
The General Administration (G.P.& AR )Department.  
The Chief Information Commissioner, HACA Bhavan, Hyderabad.  
All sections in the Department.  
All the Departments in Secretariat.  
SF/SC

// FORWARDED : : BY ORDER//

SECTION OFFICER